

## Chehalis River Basin Flood Authority **Telephone Meeting 11:00 A.M.**

### **December 18, 2014 - Meeting Notes**

**Board Members Present:** Edna Fund, Lewis County Commissioner; Lonnie Willey, Town of Pe Ell; Lionel Pinn, City of Napavine; Vickie Raines, City of Cosmopolis; Alan Vanell, Town of Bucoda; Julie Balmelli-Powe, City of Chehalis; Ron Averill, City of Centralia; Dan Thompson, City of Oakville; Ken Estes, City of Montesano

**Board Members Excused:** Kathi Hoder, City of Aberdeen; Karen Valenzuela, Thurston County Commissioner

**Board Members Absent:** Wes Cormier, Grays Harbor County Commissioner

**Others Present:** Scott Boettcher, Jim Kramer, Dale Lewis, Lee Napier, Frank Kersch, Mark Riebau, Paul Johnson, Ben Turner, Butch Ogden, Jessica Hausman, Chris Brewer

#### **Handouts/Materials Used:**

- Agenda
- Meeting Notes from October 13 and November 20, 2014
- Floodproofing Contract
- Financial Report

#### **1. Call to Order**

The meeting was called to order at 11:05 a.m.

#### **2. Introductions**

Members introduced themselves as they called in.

#### **3. Approval of Agenda**

There were no changes to the agenda.

#### **4. Approval of Meeting Notes**

There were no changes to the meeting notes from October or November.

#### **5. Nominations for Chair and Vice Chair**

Mr. Estes nominated Vickie Raines for Chair and Edna Fund for Vice Chair. Dan Thompson nominated Ron Averill for Chair and Vickie Raines for Vice Chair. There were no other nominations. The election will be held at the January 13 meeting.

#### **6. Update: Floodproofing Contract**

Mr. Boettcher stated that he, French and Associates and OFM and Washington State Recreation and Conservation Office arrived at an approach and a schedule for flood opening installation.

French and Associates will serve as technical consultants whose duties will include guidance for the local permit official, building owner agreement forms, and FAQs describing the purpose and approach of the project.

Mr. Boettcher and staff will put out the Request for Qualifications (RFQ) and approve work orders and all requests for payment.

An RFQ will go out on January 5 putting one to three firms into a pool to do the work. The initial contract will be for \$200,000 for two years. The number of structures that can be retrofitted will depend on the cost of each job: 40 structures at \$5,000 each to 80 structures at \$2,500 each.

Estimated schedule:

- January 5 Issue Request for Qualifications
- January 26 Proposals Due
- January 28 Evaluate Proposals
- January 29 Conduct Oral Interviews
- Wk of Feb 2 Negotiate Contract
- Wk of Feb 5 File Contract with DES
- Wk of Feb 16 Begin Contract Work

Mr. Averill stated some jurisdictions may require a license and there may be significant differences for requirements. Mr. Boettcher stated the RFQ would specify that contractors will be required to get all licenses and approvals wherever they work.

Mr. Estes asked if there was anything in the contracts regarding bonding, etc. to protect homeowners from theft. Mr. Boettcher stated there will be some sort of performance bond. That has yet to be figured out but it will be included.

Ms. Balmelli-Powe asked if the completed job would come with an elevation certificate. Mr. Boettcher stated yes, it would. Ms. Balmelli-Powe asked what would happen if the foundation did not qualify. Mark Riebau stated an elevation certificate is required by FEMA for any flood insurance policy being sold, regardless of what the elevation of the home is, so that the policies can be correctly rated.

Ms. Balmelli-Powe asked what would happen if there are more homes than funding. Mr. Boettcher stated after Bucoda is done the average cost will be apparent. If there is a groundswell of interest then staff will figure out how to prioritize. Currently there are 25–30 homes to be done in Bucoda.

Commissioner Fund stated there are about ten in Lewis County who are interested. Mr. Averill stated he believed there would be some from Centralia, also.

Mr. Boettcher stated that French and Associates would be going to Bucoda with information and forms to get the process started there, most likely in early January. Mr. Vanell stated the Town Council would be ready.

## **7. Financial Report**

Ms. Napier stated the expense period was from October 16 to November 10. The expenses totaled \$18,646 and those included Lewis County Staff, materials and consultants' fees.

## **8. Public Comment**

There was no public comment.

## **9. Reports**

### **a. Chair's Report**

Chair Raines stated she resigned from her mayoral position with the City of Cosmopolis and is ready to start her new role as Grays Harbor County Commissioner. She reported that Frank Chestnut had been appointed as the new mayor and he will be serving on the Flood Authority for Cosmopolis. On January 5th the County Commissioners will receive their assignments; she hoped to continue to represent the Flood Authority in her new capacity in 2015.

### **b. Member Reports**

*Lewis County* – Commissioner Fund stated the Outreach and Education Committee went to the North Beach Community Improvement Association in Grays Harbor County and had a very interactive session. She asked that members contact the Committee if they would like to schedule a meeting.

*Bucoda* – Mr. Vanell thanked Mr. Boettcher for attending the water advisory board meeting and for the good presentation.

*Montesano* – Mr. Estes stated the City has settled up with the contractor and that the Mary's River project is finished. There is some debris to remove and a little paving to be done. The council approved the surplus of the sheet pile and Mr. Estes hopes to have that concluded in early January.

### **c. Correspondence**

There was no correspondence.

### **d. State Team Report**

There was no State Team report.

## **10. Confirm Next Regular Meeting**

The next meeting will be on January 15, 2015 in Lewis County, the location to be announced. There will be an update on the flood proofing and the election of officers. Mr. Boettcher stated he would have a report on social media options as well.

The meeting adjourned at 11:32 a.m.